

# DISTRICT & SESSIONS COURT LARKANA

NO./

10073

DATED: 08-12-2025

## NOTICE INVITING TENDERS

Sealed tenders are invited on standard bidding documents from the interested firms/bidders registered with the relevant tax / regulatory authorities, through **Single Stage Two Envelop Method**, for the financial year 2025-2026, for items as mentioned below:-

Names of Procuring Agency	District & Sessions Court, Larkana
	1) Procurement for "Establishment of E-Library for District Bar Association, Larkana". Which includes the supply and installation of Hardware (02 Computers Core-i5, 13th Gen with all accessories, 01 Printer Laserjet, 35ppm), Router/Modem (Dual-band Wifi), Broadband Internet, Installation, Networking fixation etc. Furniture (Two Computer Desks, Two Computer Chairs) & LED (40" Smart 4K), etc.
Title of Tenders	2) Procurement for "Solarization of Court Complexes and Bar Association at District Head Quarter, Larkana". Which includes the supply and installation of TWO (02) complete solar PV systems of 6KW, with Inverters, Panels, Lithium Batteries, Structures/frames, and safety components, etc. (01 – (One) - 6KW System for District Head Quarter, Larkana) (01 – (One) - 6KW System for Bar Association, Larkana) (Total 02)
Last Date & time of Submission of Bids	Monday, January 05, 2026 at 11.00 A.M.
Date & time of Opening of Bids	Monday, January 05, 2026 at 11.30 A.M.
Venue:	Office of the 3 <sup>rd</sup> Senior Civil Judge, Larkana

1. Bids Security / earnest money of 2% of Bid value for each above mentioned project/work should be submitted separately in the shape of Pay Order / Demand Draft in favour of "**Access to Justice Development Fund for District & Sessions Judge, Larkana**", which shall be submitted to the undersigned, in original before the bid closing time. Copy of the pay order / demand draft shall be scanned and made part of proposal to be submitted electronically.
2. Tender documents which include full details, eligibility criteria, specifications, mechanism of submission of bid security, Tender Fee of Rs: 1000/- (Non-refundable) should be submitted in the shape of Pay Order / Demand Draft. Other terms & conditions, can be received from the office of Office-Superintendent of District & Sessions Court, Larkana, and such bidding documents can also be obtained from online portal of SPPRA-EPADS. <http://eprocure.gov.pk>
3. For general information & queries contact Mr. Abdul Rasheed Abro, Accountant, Phone No. 0309-3877627, Office No. 074-9410602, Fax No. 074-9410617.
4. The Procuring agency reserves the right to accept or reject any or all bids/proposals in accordance with SPPRA Rules 2010 (Amended).

**Note:** Above tenders are separately uploaded on EPADS.

*08/12/2025*  
(Senior Civil & Assistant Sessions Judge-III, Larkana)  
**CHAIRMAN, PROCUREMENT COMMITTEE**

NO.

DATED:

**Copy for information and necessary action to: -**

1. The Director, Information Department with request to direct the concerned to get this tender notice published in three reputed newspapers (English, Urdu and Sindhi) and copy of the same may be sent to this Court for record.
2. The Managing Director, Sindh Public Procurement Regulatory Authority through E-PADS/PPMS.
3. Office Order File.



# DISTRICT & SESSIONS COURT, LARKANA

## Annual Procurement Plan (Non-ADP) for Financial Year 2025-2026

(As required under Rule 11 of SPPRA Rules, 2010 – Amended)

S. #	DESCRIPTION OF PROCUREMENT	Qty (where applicable)	Estimated Unit Cost (where applicable) (in Millions PKR)	Estimated total cost (in Millions PKR)	Funds allocated (in Millions PKR)	Source of funds (ADP/Non ADP)	Proposed Procurement Method	Timing of Procurements				Remarks
								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
1	<b>Procurement for Establishment of E-Library at the District Bar Association, Larkana</b> (Supply, Installation and Setup of hardware, Computer system with accessories, Printer, LED Screen, furniture, internet services, and law-site subscriptions)	-	-	1.118 M	<b>1.118 M</b>	Non-ADP	Open Competitive Bidding Single Stage – Two Envelope	-	-	-	-	Includes complete setup and installation
2	<b>Procurement for “Installation of E-Libraries District Court Complex at District Headquarter Larkana”</b> (Supply, Installation and Setup of hardware, Computer system with accessories, Printer, LED Screen, furniture, internet services, and law-site subscriptions)	-	-	1.200 M	<b>1.200 M</b>	Non-ADP	//	-	-	-	-	Includes complete setup and installation
3	<b>Procurement for “Installation of E-KIOSKS (02) at District Court Larkana &amp; (02) For District Bar Association, Larkana”</b> (Supply, Installation of Digital Kiosk (Touchscreen) with Stand)	-	-	1.298 M	<b>1.298 M</b>	Non-ADP	//	-	-	-	-	Includes complete setup and installation
4	<b>Provision of “Electric Water Coolers with filtration facility for District &amp; Taluka Courts and Water Dispensers for District Bar Association”</b> (Supply, and Installation of Steel Electric Water Coolers with Filtration Facility and Water Dispensers)	-	-	1.890 M	<b>1.890 M</b>	Non-ADP	//	-	-	-	-	Includes complete setup and installation
5	<b>Procurement of “Installation of Air Conditioners in Hot Temperature District at 25 Courts of Judicial District Larkana and (02) for District Bar Associations Larkana”</b> (Supply, Installation and Commissioning of 2 ton Air Conditioners)	-	-	16.673 M	<b>16.673 M</b>	Non-ADP	//	-	-	-	-	Includes complete setup and installation
6	<b>Procurement of “Solarization of Court Complexes and Bar Association at District Head Quarter Larkana”</b> (Supply, Installation, and Commissioning of hybrid solar system, inverters, panels, frames, along with batteries, wiring and accessories)	-	-	2.890 M	<b>2.890 M</b>	Non-ADP	//	-	-	-	-	Includes complete setup and installation

This Procurement Plan for FY 2025-2026 (Non-ADP) has been prepared in compliance with Rule 11 of SPPRA Rules, 2010 (Amended), and shall be uploaded on the official SPPRA website / EPADS accordingly.

# **OFFICE OF THE DISTRICT & SESSIONS JUDGE, LARKANA**

No.Esst./- 6172 of 2025 Larkana, dated 12.08.2025

## **NOTIFICATION**

In pursuance of the directions received from Learned Project Director, Honourable High Court of Sindh, Karachi, through letter No.497/AJDF/LJCP dated 08<sup>th</sup> August, 2025 and under the rule 7 of the Sindh Public Procurement Rules, 2010 (as amended), the following Procurement Committee is hereby constituted for the project "Establishment of E-Library at District Bar Association, Larkana" under UDR window of AJDF.

1.	Mr.Khalil Dad Jalbani, Senior Civil and Assistant Sessions Judge-III, Larkana	Chairman
2.	Mr.Kareem Bakhsh Junejo, Office Superintendent, District and Sessions Court, Larkana	Member
3.	Representative of Provincial Buildings Division, Larkana	Member

### **TERMS OF REFERENCE (TORS) OF THE COMMITTEE:**

- 1) Preparing and/or reviewing bidding documents;
- 2) Carrying out technical as well as financial evaluation of the bids;
- 3) Preparing evaluation report as provided in Rule 45;
- 4) Making recommendations for the award of contract to the competent authority; and
- 5) Perform any other function ancillary and incidental to the above.

(SIMKAN HUSSAIN MUGHAL)  
District & Sessions Judge, Larkana/  
Chairperson  
District Development Committee

### **Copy for information and compliance to:**

01. The Learned Senior Civil Judge and Assistant Sessions Judge-III, Larkana,
02. The Office Superintendent, District and Sessions Court, Larkana,
03. The Executive Engineer, Provincial Buildings Division, Larkana

(District & Sessions Judge, Larkana/  
Chairperson  
District Development Committee)

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, LARKANA**

No. Esst./- 7585 of 2025 Larkana, dated: 27.09.2025

**NOTIFICATION**

In continuation of this office Notification No. Esst./-6172 of 2025 dated 12.08.2025, and in pursuance of the directions received from the Learned Project Director (AJP), Honourable High Court of Sindh, Karachi, through letter No.581/P/AJDF dated 09th September, 2025 and letters No.638 and 639/PD/AJDF dated 24th September, 2025, and under Rule 7 of the Sindh Public Procurement Rules, 2010 (as amended), the scope of the already constituted Procurement Committee is hereby extended.

The said Procurement Committee shall now also perform procurement functions for the following detailed projects titled:

01. Solarization of Court Complexes and Bar Association at District Head Quarter Larkana,
02. Installation of E-Libraries District Court Complex at District Head Quarter Larkana.
03. Installation of E-KIOSKS (02) at District Court Larkana & (02) for District Bar Association, Larkana.
04. Installation of Air Conditioners in Hot Temperature District at 25 courts of Judicial District Larkana and (02) for District Bar Associations, Larkana.

In addition to the project already assigned, namely:

*"Establishment of E-Library at District Bar Association, Larkana";*

All other terms, conditions, and composition of the Procurement Committee shall remain the same as mentioned in Notification No. Esst./-6172 of 2025 dated 12.08.2025.

**CONSTITUTION OF COMPLAINT REDRESSAL COMMITTEE**

In exercise of powers conferred under Rule 31 of the Sindh Public Procurement Rules, 2010 (as amended), the following Complaint Redressal Committee is hereby constituted for the Procurement of above projects.

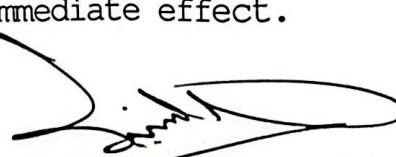
**COMPLAINT REDRESSAL COMMITTEE**

01. Additional Sessions Judge-IV, Larkana (Chairperson)
02. District Accounts Officer, Larkana or his representative (Member)
03. Executive Engineer, Provincial Buildings Division, Larkana (as Independent Professional/Technical Expert) (Member)

**FUNCTIONS & MANDATE**

01. The Committee shall examine and decide complaints submitted by aggrieved bidders in accordance with Rule 31 of the Sindh Public Procurement Rules, 2010 (as amended).
02. The Committee shall announce its decision within seven (07) days of receipt of the complaint and communicate the same to the complainant and the relevant authority within three (03) working days thereafter.

This Notification shall take immediate effect.



**(SIMKAN HUSSAIN MUGHAL)**  
District & Sessions Judge, Larkana/  
Chairperson District Development  
Committee

Copy for information and compliance to:

01. The Learned Senior Civil Judge & Assistant Sessions Judge-III, Larkana.
02. The Additional Sessions Judge-IV, Larkana.
03. The District Accounts Officer, Larkana.
04. The Executive Engineer, Provincial Buildings Division, Larkana.
05. The Office Superintendent, District & Sessions Court, Larkana.



District & Sessions Judge, Larkana/  
Chairperson District Development  
Committee

# **DISTRICT & SESSIONS COURT, LARKANA**

## **Tender Bidding Document**

**( FOR THE FINANCIAL YEAR 2025-26 )**  
**Non-ADP**

**Tender Reference:** No/D&SJ-Lrk/Tender/**2025/1-F**      **DATED:** 08-Dec -2025

**(Re-Tender)**

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### **Procurement for “Solarization of Court Complexes and Bar Association at District Head Quarter Larkana”**

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Issue Date : 08 December 2025

Closing Date & Time : 05 January 2026 – 11:00 AM

Bids Opening Date & Time : 05 January 2026 – 11:30 AM

**Procurement Method: Single Stage – Two Envelope**

Contact: Office of the Office-Superintendent, District & Sessions Court, Larkana  
**Email:** [djlarkana@sindhhighcourt.gov.pk](mailto:djlarkana@sindhhighcourt.gov.pk) | **Phone:** 074-9410602 | **Fax:** 074-9410617

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## **SECTION I – INVITATION FOR BIDS (IFB)**

The DISTRICT & SESSIONS COURT LARKANA is the sub-ordinate Judicial Institution of the Hon'able High Court of Sindh, Karachi. As part of the ongoing project initiative under the Scheme of Access to Justice Development Fund (AJDF), we invite sealed bids from eligible firms for the projects mentioned in NIT, under Single Stage – Two Envelope Procedure as per SPPRA Rules 2010 (Amended).

Bidding documents can be obtained online SPPRA EPADS website <http://eprocure.gov.pk> and also from the Office of the Accounts Branch during working hours. Technical and Financial Proposals must be submitted in separate sealed envelopes.

Bid security @2% of the total quoted amount must be attached with the Technical Proposal in the form of Pay Order / Demand Draft in favor of **Access to Justice Development Fund for District & Sessions Judge, Larkana** (Acct No. 0022004515159505 – NBP Main Branch Larkana).

Late, incomplete, or conditional bids will be rejected. District & Sessions Court Larkana reserves the right to increase/decrease the quantities as per requirement in the light of availability of funds, as per rules.

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## **SECTION II – INSTRUCTIONS TO BIDDERS (ITB)**

1. General: This Bidding Document has been prepared in accordance with the Sindh Public Procurement Rules, 2010 (Amended). The procurement shall be conducted in a fair, transparent and competitive manner to achieve value for money for the Procuring Agency.
2. Procurement Method: Single Stage – Two Envelope Procedure (Technical and Financial sealed separately). Technical envelopes will be opened first; Financial envelopes of technically responsive bidders will be opened later.
3. Language: All documents and correspondence shall be in English.
4. Eligibility: Bidders must be registered with FBR / SRB (NTN) and GST (where applicable), appear on ATL, and meet the minimum experience and turnover requirements.
5. Clarifications: Clarification in response to a query shall be entertained by the office of District & Sessions Court Larkana. All bidders are advised to visit the office of Accountant / Office-Superintendent, District & Sessions Court Larkana for keeping them updated. Or such Requests can be submitted in writing to djlarkana@sindhhighcourt.gov.pk or by using E-PADS at least five (5) calendar days prior to bid opening. All clarifications / corrigenda will be issued to all bidders simultaneously.
6. Amendment: The Procuring Agency may amend the Bidding Document by issuing an addendum; addenda will be published on the Procuring Agency website and SPPRA portal.
7. Bid Preparation: Bids must be typed, signed, and sealed. Complete sets of Technical Proposal and one original Financial Proposal shall be submitted. Electronic submissions are also accepted.
8. Cost of Bidding: Bidders bear all costs associated with bid preparation and submission.

9. Opening of Bids: Technical Proposals will be opened first; Financial Proposals of only *technically qualified bidders* will be opened later.
10. Confidentiality/No Contact Policy: Bidders shall not approach any committee member after opening and award. Complaints to the Complaint Redressal Committee (CRC) may be filed as per SPPRA Rule.

## **1. Principles of Procurement:**

District & Sessions Court Larkana believes in fair, open, transparent and corruption free tender process. It is ensured that procurements are conducted in a fair and transparent manner and the object of procurement brings value for money to our organization. Hence, bidders are directed to provide soft & hard copies of all required documents as mentioned in “Eligibility Criteria”. We strictly follow “No Gift Policy” and do not favor any bidder. Any influence for winning the tender will disqualify the bidder from the tender process and bidder may be black listed for the life time subject to rules.

## **2. Preliminary Examination of Bids:**

Procurement Committee shall examine the bids to confirm that all required documents and specifications / technical documentation requested in bidding documents have been provided, and to determine the completeness of each document submitted. If any of the required documents or information is missing, the bid shall be rejected. Further, Procurement Agency shall examine the Bid to confirm that all terms and conditions specified in the bidding documents have been accepted by the Bidder without any material deviation or reservation.

## **3. Financial Evaluation:-**

Financial Evaluation of eligibility/technical qualified Bid (s) shall be done on, as mentioned in financial proposal. All government taxes shall be applicable as per rules. Tender may be awarded to the lowest bidder (s) subject to fulfillment of all the terms & conditions of bidding documents and specifications/ requirements of District & Sessions Court Larkana as mentioned in bidding documents and as per rules.

## **4. Mandatory Qualification/ Eligibility Criteria:**

Hard Copies (print out) of documents mentioned in Annex-D are mandatory. The bids disqualified / not responsive to the Mandatory Qualification Criteria, (as mentioned in such Annex-D) shall not be eligible for further Evaluation. (Also Check Section IV- Evaluation Criteria)

## **5. SEALING & MARKING OF BIDS:**

- a) The Bid shall be submitted in two separate sealed envelopes placed inside one outer envelope:
  - ENVELOPE A: "TECHNICAL PROPOSAL" — Tender Ref No: [No.], Name of Bidder, DO NOT OPEN  
(contains technical documents, bid security, Annexes A-D).
  - ENVELOPE B: "FINANCIAL PROPOSAL" — Tender Ref No: [No.], Name of Bidder, DO NOT OPEN  
(contains Annex-E: Price Schedule).
- b) Both envelopes should be addressed to:  
"Chairman, Procurement Committee, District & Sessions Court, Larkana."
- c) The outer envelope must bear the NIT/Tender Reference No. and the statement;  
"DO NOT OPEN BEFORE [Bid Opening Date & Time]".

### **SECTION III – BID DATA SHEET (BDS)**

(SPPRA Rule-21)

<b>Procurement Title:</b>	<b>Procurement of “Solarization of Court Complexes and Bar Association at District Head Quarter Larkana”</b>
Scope and Brief Description	The project “ <b>Solarization of Court Complexes and Bar Association at District Head Quarter, Larkana</b> ” aims to install solar power systems to ensure reliable and uninterrupted electricity for judicial and administrative operations. The work includes the supply, installation, testing, and commissioning of complete solar PV systems with inverters, panels, Lithium Batteries, structures/frames, and safety components. The initiative will help reduce energy costs, promote renewable energy usage, and support a cleaner environment. The system will be integrated with the existing power network, ensuring efficient operation and long-term sustainability
Procurement Method:	<b>Single Stage – Two Envelope</b>
Date and Time for Bid Submission (Deadline):	Monday, January 05, 2026 at 11:00 AM
Date and Time for Bid Opening (Technical envelopes):	Monday, January 05, 2026 at 11:30 AM <i>(Please be informed that in case of public holiday/unforeseen events, tender will be opened on the next working day.)</i>
<b>Venue</b> for Submission/Opening:	Office of the 3 <sup>rd</sup> Senior Civil Judge, Larkana, (Near DC Office, District Court Complex, VIP Road, Larkana)
Contact Person for Clarifications/Queries:	Accountant- Mr. Abdul Rasheed Abro, Mobile: 0345-3831072 Phone: 074-9410602, Fax: 074-9410617, Email: <a href="mailto:djlarkana@sindhhighcourt.gov.pk">djlarkana@sindhhighcourt.gov.pk</a>
Estimated Cost of Project:	<b>2.890 Million</b> (for internal reference only)
Bid Currency:	<b>Pakistani Rupees (PKR)</b> Payment and Tender Price / Bid quote and any other amount should be formulated and expressed in PKR
Tender Fee	<b>Rs: 1000 / - (Non-Refundable)</b>
Bid Security/ Earnest Money:	<b>Two Percent 2%</b> of the bid price (Pay Order/Bank Draft) in favor of <b>ACCESS TO JUSTICE DEVELOPMENT FUND FOR D&amp;SJ, Larkana</b>
Performance Security:	<b>Five Percent 5%</b> of contract value to be provided within 7 days of Award of Contract, in favor of <b>ACCESS TO JUSTICE DEVELOPMENT FUND FOR D&amp;SJ, Larkana</b>
Bid Validity:	<b>90 days</b> from bid opening date
Language of Bid:	English
Number of Copies:	1 original of Technical Proposal; 1 original of Financial Proposal (sealed separately)
Warranty:	Warranty is specified per item
Delivery Period:	Within <b>30</b> calendar days from date of Work Order / Supply Order
Technical Specification	See section " <u>Technical Specs</u> "
Evaluation Method:	See section " <u>Evaluation Criteria</u> "
Instruction for Preparing Bids	See section " <u>Instructions to Bidder</u> "

***Note: Bidders must read the entire document before submitting bids.***

## **SECTION IV – EVALUATION CRITERIA**

### **A. Mandatory (Pass/Fail) Checks:**

Technical evaluation will verify compliance with followings listed things.

- Submission of Hard Copy before deadline, sealed, signed and stamped.
  - (Annex – A to Annex – D, properly filled for Technical Envelope)
  - (\*Annex- E, to be filled with Quoted Items along with price for **Financial Envelope**)
- Submission of Soft Copy through E-Pads (Online SPPRA Site)
- Tender Fee submitted as required
- Bid Security submitted as required.
- Registration with FBR (NTN) and SRB (where applicable), GST (if applicable) and ATL proof.
- Minimum experience: at least three (3) similar contracts in last 3 years (POs and completion certificates). (Preferred)
- Average annual turnover  $\geq$  PKR 3,000,000 (audited statements / tax returns).
- Manufacturer's warranty / data sheets for main equipment.
- Compliance to technical specifications.
- Warranty and after-sales support commitment.
- Evidence of past similar installations with certificates.
- Availability of qualified technical staff for installation and maintenance.

Bids failing any of these will be rejected as non-responsive.

### **B. Financial Evaluation:**

Financial proposals (Annex-E) of technically responsive bidders will be opened. Award will be made to the Lowest Evaluated Responsive Bidder (inclusive of all taxes and duties).

### **C. Tie-Break:**

In case of equal evaluated bids, preference will be given to the bidder with higher technical compliance (warranty, local support).

## SECTION V – TECHNICAL SPECIFICATIONS & SCHEDULE OF REQUIREMENTS

Sr. No.	ITEM NAME	SPECIFICATION/BRAND / MEASUREMENT	Required Qty (District Bar Association, Larkana)	Required Qty (District Sessions Court, Larkana)	Total Qty
01	Inverter (Hybrid)	<ul style="list-style-type: none"> <li>• Model: Inverex / Crown or <b>Equivalent</b></li> <li>• Rated Power: 6 KW</li> <li>• Efficiency rating: <math>\geq 97</math></li> <li>• Output Voltage: 230 V</li> <li>• MPPT controller Support</li> <li>• IP54 Dust &amp; Water Resistance</li> <li>• Wall mounted</li> <li>• Wifi Support</li> </ul> <p>Warranty: 5 Years (Minimum)</p>	01	01	<b>02</b>
02	Solar Panels	<ul style="list-style-type: none"> <li>• Model: Jinko / Longi / Inverex <b>or Equivalent</b></li> <li>• Watts Capacity: 580 W</li> </ul> <p>Warranty: 10 Years (Minimum)</p>	14	14	<b>28</b>
03	Lithium Battery	<ul style="list-style-type: none"> <li>• Nominal Energy: 5kWh (Minimum)</li> <li>• Nominal voltage: 48 V (typical)</li> <li>• With IP 54 protection</li> <li>• Wall Mounted</li> <li>• Wifi-Support</li> </ul> <p>Warranty: 5 Years (Minimum)</p>	01	01	<b>02</b>
04	Frame	<ul style="list-style-type: none"> <li>• Solar Framing (16-gauge MS pipe)</li> </ul>	For All Panels	For All Panels	<b>02 Jobs/Work</b>
05	Wiring & Installation	<ul style="list-style-type: none"> <li>• DB Box, Wiring, Miscellaneous items, etc.</li> </ul>	As per Work	As per Work	<b>02 Jobs/Work</b>

- a) Item wise quotes should be given.
- b) Equivalent items mean that item should be equivalent in term of both quality and cost. Low quality item with low cost may not be considered as equivalent standard. Hence, bidders are advised in their own interest to quote rates after considering all the factors.
- c) Rates must be quoted in Pakistani Currency. No request for change in rates shall be considered under any circumstances.
- d) Rates must be inclusive of transportation/ installation and all other charges if any.
- e) All Government taxes shall be applicable as per rules and the same shall be deducted by the Office of A.G Sindh and its decision shall be final.
- f) No request for change in price shall be considered under any circumstances due to fluctuation in dollar prices or any other factor affecting the prices.
- g) Quality is our main priority. Quality cannot be compromised as per rules, by accepting low quality products on the ground of equivalent standard.

<b>Chairman, Procurement Committee</b>	
<b>Member, Procurement Committee</b>	<b>Member, Procurement Committee</b>

## **SECTION VI – GENERAL CONDITIONS OF CONTRACT (GCC)**

1. **Application of Rules:** All procurement and contractual matters shall be governed by the Sindh Public Procurement Rules, 2010 (Amended upto date).
2. **Bid Security & Performance Guarantee:**
  - Bid Security @2% of the total quoted amount must be submitted with the bid.
  - The successful bidder shall submit Performance Security @5% of the contract value in the form of Pay Order / Bank Guarantee within **7 days after Award of Contract**; retained until expiry of warranty/defect liability period.
  - Bid Security of unsuccessful bidders shall be released after contract award.
3. **Delivery & Installation Schedule:** The supplier must deliver, install and commission the goods within **30 calendar days** from the issuance of Work Order /Supply Order. Except as agreed in writing or in case of force majeure.
4. **Inspection & Acceptance:** Goods will be inspected by the Procuring Agency. Items failing to meet the specifications or found to be defective will be rejected at the supplier's cost.
5. **Warranty / After-Sales Support:** The supplier must provide a minimum of 1-year warranty for all equipment. Any replacement / repair during warranty shall be carried out at supplier's expense.
6. **Insurance & Risk:** Supplier responsible for transit insurance until delivery and handover.
7. **Payment Terms:** Payment shall be made after complete delivery, inspection, and submission of invoice. No advance payment will be made. All payments shall be made through AG Sindh. Taxes deducted as per law.
8. **Liquidated Damages (Delayed Delivery Penalty):** In case of delay, a penalty of **0.5% of the total contract value per day** shall be charged, subject to a maximum of **10%**, after which the contract may be terminated. Procuring Agency may rescind contract after cap and forfeit Performance Security.
9. **Variation in Quantity:** The Procuring Agency reserves the right to **increase or decrease** the quantity as per requirement and availability of funds.
10. **Termination for Default:** The Procuring Agency may terminate the contract if the supplier fails to deliver, breaches terms, or is involved in fraud or misrepresentation.
11. **Blacklisting:** Supplier may be blacklisted for fraud, misrepresentation or repeated non-performance as per SPPRA Rule 35.
12. **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance to the SPPRA.
13. **Governing Law & Dispute Resolution:** Laws of Pakistan. Disputes to be attempted amicably; unresolved disputes referred to arbitration under Competent Authority / Arbitration Act, 1940. / SPPRA Rules.
14. **Taxes & Duties:** All applicable Government taxes, levies, and duties shall be borne by the supplier as per prevailing laws.
15. **Interest on Late Payments:** No interest shall be paid on late payment if cheque is received late from the Office of A.G Sindh. However, every effort shall be made for timely payments to successful bidders.
16. **Force Majeure:** Failure to perform due to natural disasters, war, or government restrictions shall not be considered default, subject to formal notification.
17. **Amendment:** No change to contract except by written amendment signed by both parties.

## **SECTION VII – SPECIAL CONDITIONS OF CONTRACT (SCC)**

1. **Qualification/ Eligibility:** Bidders are bound to submit soft and hard copies of all documents as mentioned in Eligibility Criteria Section, in order to establish their eligibility to participate in bid. In case of non-availability of either, soft or hard copy, bidder may be disqualified.
2. **Tender Fee & Bid Security Payment Method:** Tender Fee of Rs: 1000/- (Non-Refundable) and Bid Security of 2% of total quoted amount will be deposited along with Tender Bidding Document in shape of PAY ORDER/ BANK DRAFT. And should favour, ACCESS TO JUSTICE DEVELOPMENT FUND FOR DISTRICT & SESSIONS JUDGE, LARKANA, Acct #: 0022004515159505, Branch: (0022) NBP, Main Branch Larkana IBAN: PK77NBPA0022004515159505. The bid security of unsuccessful bidder will be released after award of work or after expiry of bid validity period as per rules.
3. **Responsive Bids:** A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. Non-responsive Bids shall not be considered. Bidders are advised in their own interest to prepare their bids as per format, requirements, terms & conditions, mentioned in bid documents. Bidders are also advised to submit soft and hard copies of all required documents along with their bids.
4. **Award of Contract:** The District & Sessions Court Larkana may award the Contract to the **qualified Bidder** whose offer has been determined to be the lowest bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
5. **Notification/ Work Order / Purchase Order for Award of Contract:** Prior to the expiration of the period of bid validity, Procurement Agency will notify the successful Bidder, in writing, that its Bid has been accepted. Until a formal Contract is prepared and executed, the work order /purchase order/ notification of award shall constitute a binding Contract.
6. **Performance Security:** Bidders must submit performance security equals to **5%** after the Award of Contract. The bid security of successful bidder will be released after submission of Performance Security equal to **5% of total cost of contract**.
7. **Release of Performance Security:** Performance Security shall be released after successful delivery of goods and issuance of satisfactory certificate from the concerned officer.
8. **Receiving/Acceptance of Work Order/ Purchase Order:** The vendor will sign the copy of the Work Order / Purchase Order as acknowledgement. Copy of Work Order/Purchase Order along with relevant documents must be submitted along with bill.
9. **Quantity Delivered:** Competent Authority reserves the right to increase/decrease the quantity as per requirement and availability of funds, as per rules.
10. **Rejection of Goods:** We reserve the right to cancel any or all the items if material is not in accordance with our specification or if the delivery is delayed.

11. **Mistakes in Calculation:** The contractor/ supplier will be liable for any mistakes in calculation of price/ rate and amount and shall be liable to suffer the loss arises at any stage of contract, due to mistakes in calculation or tax rates.

12. **Rights of District & Sessions Court Larkana:** District & Sessions Court Larkana / Procurement Agency shall reserve the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

13. **Termination of Contract:** District & Sessions Court Larkana / Procurement Agency may terminate the contract, if the successful bidder fails to supply all or parts of goods within definite time or fails to perform any other obligations of contract or bidder has failed to submit performance security or bidder has involved in fraud/ corruption.

14. **Other:** SPPRA Rules 2010 (amended) will be followed for all other terms and conditions not specified/ mentioned/ ambiguous in this tender document. Kindly read SPPRA Rules available on [www.spprasindh.gov.pk](http://www.spprasindh.gov.pk) for further details.

It is hereby certified that terms and conditions have been read, agreed upon and signed.

<b>Name:</b>	
<b>Designation:</b>	
<b>Contact No:</b>	
<b>Signature &amp; Stamp:</b>	

## **Section VIII – Integrity, Conflict of Interest & Complaint Redressal**

### **1. Integrity and Anti-Corruption**

1.1 The Procuring Agency is committed to procurement processes that are fair, transparent and free from corruption. Any attempt by a bidder to influence the Procuring Agency's staff, Procurement Committee members, or evaluation process by way of offering bribes, gifts, commission, or any other undue advantage shall lead to rejection of the bid, forfeiture of bid security/ performance security, and blacklisting/debarment under applicable rules and regulations.

1.2 The successful bidder will be required to execute the Integrity Pact before the issuance of the Work Order/Purchase Order. Bids submitted without the signed Integrity Pact (where required) shall be considered non-responsive.

### **2. Conflict of Interest**

**2.1** Bidders must disclose in writing with their Technical Proposal any actual or potential conflict of interest that may affect or be perceived to affect their ability to perform the contract in an impartial and objective manner. Conflicts include, but are not limited to:

- a) any financial or family relationship with any member of the Procurement Committee, the Head of Procuring Agency, or any staff involved in this procurement;
- b) any direct or indirect interest in other firms submitting bids for this procurement;
- c) previous involvement in formulating the procurement requirements for this contract.

**2.2** The Procuring Agency reserves the right to reject the bid or disqualify the bidder at any stage if a conflict of interest is discovered and cannot be resolved to the satisfaction of the Procuring Agency.

### **3. Complaint / Grievance Redressal Mechanism (Rule 31)**

**3.1** Any bidder who is aggrieved by any act or decision of the Procuring Agency after the issuance of the NIT and prior to award of contract may lodge a written complaint to the Procuring Agency's Complaint Redressal Committee (CRC) in accordance with Rule 31 of the Sindh Public Procurement Rules, 2010.

Complaint Redressal Committee (CRC) is already constituted and mentioned in Notice.

### **4. Appeal / Review**

**4.1** A bidder dissatisfied with the decision of the CRC may file an appeal to the Review Committee under Rule 32 of the SPP Rules within the time limits prescribed in the Rules. The appeal must include the documents required under the Rules and a copy of the CRC decision, where issued.

### **5. Blacklisting and Penalties**

**5.1** If it is established that the bidder has engaged in corrupt, fraudulent, collusive or coercive practices, the Procuring Agency may (in addition to other remedies under law) blacklist/debar the bidder from future procurements for a period to be determined under the SPP Rules and forfeit any security furnished.

**Section IX – Annexures**  
**ANNEX-A : BID FORM / UNDERTAING**

Tender Reference No. \_\_\_\_\_

E-PADS Reference No: \_\_\_\_\_

**To,**

**Chairman, Procurement Committee  
District & Sessions Court / Procurement Agency,  
Larkana,**

**Subject: Submission of Bid for “Solarization of Court Complexes and Bar Association at District Head Quarter Larkana”**

Respected Sir,

Having examined the Bidding Documents for the subject procurement, we, the undersigned, offer to supply and deliver the goods/services in conformity with said documents for our Total Bid Price mentioned in Financial Envelope:

1. We agree to abide by this Bid for the Bid Validity Period specified in the Data Sheet, and it shall remain binding upon us.
2. We have enclosed the Bid Security of 2% in the form of [Pay Order / Demand Draft / Bank Guarantee].
3. We undertake, if our Bid is accepted, to deliver and install the goods within the delivery period specified.
4. We understand that you are not bound to accept the lowest or any bid.
5. We undertake, if our bid is accepted, to execute the contract and provide the Performance Security as required.

Name of Authorized  
Signatory: \_\_\_\_\_

Designation: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_

Company Seal/Stamp:

**Note:** Bid Form can also be printed on letter head

## **ANNEX-B : BIDDER'S INFORMATION FORM**

Tender Title: \_\_\_\_\_  
Procuring Agency: District & Sessions Court, Larkana  
Tender Ref. No.: \_\_\_\_\_

1. Name of Firm / Company : M/s

2. Type of Firm:  Sole Proprietorship  Partnership  Private Ltd.  Others

3. CEO / Owner's Name: \_\_\_\_\_

5. Registered Business Address:

6. Telephone No.:

6. Telephone No.:

7. Fax No.:

8. Mobile No.:

9. Email Address:

10. Website (if any):

10. NTN (Income Tax No.): \_\_\_\_\_

11. STRN (Sales Tax Reg: No.): \_\_\_\_\_

12. Name of Authorized Representative: \_\_\_\_\_

Designation: \_\_\_\_\_ CNIC: \_\_\_\_\_

We hereby declare that the above information is true and correct to the best of our knowledge, and we authorize the Procuring Agency to verify the same.

Authorized Signatory: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

Company Seal:

## **ANNEX-C : AFFIDAVIT (NON-BLACKLISTING CERTIFICATE)**

(On Rs. 100/- Stamp Paper, Notarized)

### **AFFIDAVIT**

We, (Name & address of the firm), do hereby declare and solemnly affirm that:

1. We have not been blacklisted from any Government/Semi Government Department/Autonomous Body or Private Company/Organization.
2. We have not been involved in any litigation with any client during the last three years.
3. We acknowledge that we have read, understood and accepted the terms and conditions of bid document.
4. We understand that the Purchaser shall have the right, at its exclusive discretion, to require, in writing, further information or clarification of the tender, from any or all the contractor (s).
5. It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the terms and conditions of tender and are liable to any punitive action for furnishing false information / documents.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signature

(Company Seal)

In the capacity of  
Duly authorized to sign bids for and on behalf of:

**ANNEX-D : ELIGIBILITY COMPLIANCE CHECKLIST**  
 (To be filled by Bidder & Verified by Procurement Committee)

S. No.	Eligibility Criteria	Bidder Submission Status (✓/✗) (Need to be Checked by Bidder)	Committee Verification (Pass/Fail)	Remarks
1	Complete filled, signed & stamped Tender Document			
2	Valid GST (FBR/SRB) Registration with Active Taxpayer Status.			
3	Valid Income Tax Registration with Active Taxpayer Status			
4	Copies of at least <i>Three (03)</i> Work Order / Purchase Orders with Delivery Proof / Completion Certificates (Last 3 Years) (Preferably)			
5	Affidavit (Rs.100 Notarized) of Non-Blacklisting.			
6	Average Annual Turnover $\geq$ Rs. 3 Million (Last 3 Years) (Preferably)			
7	Technical Proposal with Brochures / Datasheets			
8	Proof of Tender Fee PKR 1000/- Paid			
9	Proof of Bid Security (2%) – Pay Order / Bank Draft Paid			

## ANNEX-E : PRICE SCHEDULE (FINANCIAL PROPOSAL)

(Insert table with Item, Qty, Minimum Spec — sample below)

Bidders must provide total price inclusive of all taxes, transport, installation and testing. Fill in unit rates and totals.

Item	Minimum Specification	Qty	Bid Rate Per Unit (PKR) (Where applicable)	Total Price (PKR)

Total PKR \_\_\_\_\_

Grand Total (Inclusive of all taxes): / Total Bid Amount PKR \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Company Stamp: \_\_\_\_\_

***Note: No cutting or overwriting is allowed.***

## ANNEX-F : FORM OF CONTRACT AGREEMENT (DRAFT)

This Agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ between:

DISTRICT & SESSIONS COURT, LARKANA (hereinafter referred to as "the Procuring Agency")

AND

M/s \_\_\_\_\_ (hereinafter referred to as "the Supplier"),  
having its office at \_\_\_\_\_.

WHEREAS the Procuring Agency has accepted the Bid submitted by the Supplier for the supply of \_\_\_\_\_ at a total Contract Price of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read as part of this Agreement:
  - a. Bidding Document
  - b. Bid Form & Price Schedule
  - c. Notification of Award / Purchase Order
  - d. Performance Security
  - e. Any Addenda / Clarifications
2. The Supplier hereby covenants to supply the goods and perform all services as per specifications and terms & conditions of the Bidding Document.
3. The Procuring Agency hereby covenants to pay the Contract Price in consideration of the supply and delivery of goods and satisfactory performance of obligations by the Supplier.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first mentioned above.

DISTRICT & SESSIONS JUDGE, LARKANA  
(CHAIRPERSON / PROCURING AGENCY)

M/s \_\_\_\_\_  
SUPPLIER / CONTRACTOR

Authorized Signature & Stamp

Witness-1: \_\_\_\_\_  
CNIC: \_\_\_\_\_

Witness-2: \_\_\_\_\_  
CNIC: \_\_\_\_\_

**KAREEM BAKHSH JUNEJO**  
(MEMBER)  
Office Superintendent,  
District Sessions Court, Larkana

**ABDUL JABBAR RAHUJO**  
(MEMBER)  
Assistant Engineer  
Provincial Building Division, Larkana

**KHALIQUE DAD JALBANI**  
(CHAIRMAN)  
Senior Civil & Assistant Sessions Judge-III,  
Larkana